

COPY

28 October 1946

MEMORANDUM FOR THE EXECUTIVE FOR PERSONNEL AND ADMINISTRATION

Subject: Quarters, Cost of Living, Special Foreign  
Living; Allowances

Enclosure: a. Draft of Administrative Order No. \_\_\_\_

1. Enclosed is a proposed Administrative Order establishing the policy for CIG in connection with quarters and cost of living allowances. It is necessary that this policy be established and communicated to Field Stations so that the forthcoming payroll can be prepared.

2. Your attention is invited to the classification of employees for quarters, in accordance with paragraph 6 of Part I. The proposed Administrative Order has been cleared with the Chief, Finance Division, and the Chief, Special Funds Section. In view of the fact that the major portion of the personnel affected are in Special Operations, the Order also has been cleared with the Assistant Director for Special Operations.

3. The authority to approve or authorize the payment of a quarters or cost of living allowance to specific individuals is delegated by memorandum of the Director, dated 6 September 1946. It is the opinion of this office that the establishment of a policy governing such payments can be accomplished only by the Director or an Assistant or Deputy Director in the capacity of Acting Director.

LAWRENCE R. HOUSTON  
General Counsel

25X1A

cc: Saunders  
Galloway

[Redacted]

JSW:LRH:mbt